

SCOTTER PARISH COUNCIL

Minutes of a Meeting of the Council held on 15th March 2010

PRESENT: Councillor C. Day (Chairman), Councillors M. Armstrong, B. Billam, M. Brown, J. Bullivent, D. Capes, J. Fillingham and A. Sheardown, Ward Councillor W. Parry, M. Brown (Clerk).

With no members of the public present, the meeting commenced at 7.31pm.

218 2009/10 : To receive and approve apologies for absence and to note the resignation of Councillor Altoft

Apologies were received from Councillor Rayner who has been detained at work.

RESOLVED : To accept and approve the apology from Councillor Rayner.

The Council also noted, with disappointment, the resignation of Councillor Altoft for personal reasons. Her contributions will be missed.

219 2009/10 : To receive declarations of interest

Councillor Day declared an interest in relation to agenda item 18 (minute reference 235 2009/10) as a member of the Playing Fields Committee and stated his intention to refrain from voting on the matter. No other declarations were made at this time.

220 2009/10 : To approve the notes of the Council Meeting held on 15th February 2010 as the Minutes of that meeting

RESOLVED : To approve the notes of the Council Meeting held on 15th February 2010 as the Minutes of that meeting. These were signed by the Chairman.

221 2009/10 : To receive a report and recommendations from the Cemetery & Allotments Working Group

The Council considered the paper prior circulated in relation to this item and, at the conclusion of its deliberations,

RESOLVED :

- To approve the application of the model garden allotment rental agreement to the Council's allotments, suitably amended for local circumstances at each set of allotments. The revised agreements are to be applied in the case of new tenants with immediate effect and in the case of existing tenants at the termination of the current agreements.
- To demand that the annual rental for cemetery allotments be paid on 1st July of each year, 9 months in arrears and three months in advance.
- To approve the procedure, as drafted, to cover the monthly safety inspection of the cemetery, the new procedure to be implemented from 1st April 2010. Councillor Brown, on behalf of the Cemetery & Allotments Working Group, will undertake the April inspection prior to the April Council meeting in accordance with the procedure.
- To approve the purchase of an Al-ko 4210HPD hand mower, on a part-exchange basis with the Council's existing 10 years' old Hayter mower, at a delivered cost of £265 plus VAT.

The Council noted the progress being made in relation to the development of a procedure to cover the annual memorial safety inspection and in relation to the elimination of trip hazards at the senior swings. It also noted that a tender has been issued for verge mowing and riverbank strimming for the 2010 cutting season. Dependent on the lead-time required by the tenderers to commence work following receipt of an official order, it may be necessary for the contract award to be considered at an extraordinary meeting of the Council to ensure that the first cut can be made during the first week of May, as planned. The precise positioning of the voles on the river banks also needs to be confirmed to ensure that the successful contractor knows which areas (if any) are to be avoided.

Initialled Chairman

222 2009/10 : To approve the renewal of the six month licence for the grazing of Constable land.

The Council noted that the current licence, renewable six-monthly, expires on 28th March 2010 and
RESOLVED : To renew the licence for a further period of six months on the terms and at the rental agreed for this period.

The Chairman signed two copies of the new licence, which the Clerk will forward to the licence holder for signature of both copies and the return of one copy for the Council's records.

223 2009/10 : To approve the felling of the tall conifer on the Council's land adjacent to Clay Lane

The Chairman explained that he had been contacted by Mrs Wilson who had received a complaint from a member of the public regarding the unsafe nature of the conifer adjacent to her property and on the Council's land. As an apparent safety issue, a tree expert has inspected it and confirmed that trees of this species and height can present a real risk in high winds. Taking the tree down by one-third would eliminate the risk for several years at a cost of £250. Felling it would eliminate the risk for good at a cost of £375. If the tree were to be felled, there would still be a tree in this location – the spreading cedar. Following discussion, it was

RESOLVED : To procure the services of the tree expert to fell and remove the tree at a cost of £375.

224 2009/10 : To approve a donation of £50 towards a bid to LCC for funds to facilitate communications on the Parish Plan review process

The Council noted that the Chairman had been contacted by Mrs Mumby who had found out that the County Council was prepared to accept a quick bid for funds of £500, subject to the application being supported by a 10% match funding of £50 from the community. The funds are to be used for a communications exercise (the one proposed being in respect of the Parish Plan review), to cover the costs of the printing of leaflets for delivery through every letterbox in the parish. Mrs Mumby has already identified a team to carry out this delivery. As there was a very strict deadline for the submission of the application, the Clerk used her emergency powers to provide the necessary note of support in the application and, if the bid is successful, the money will be paid into the Council's bank account for onward transference to the Parish Plan team. The Council

RESOLVED : To formally approve the action taken by the Clerk.

225 2009/10 : To consider the formal approval of the condition of the public open spaces at the Beal Homes' development to allow the completion of the land transfer.

A letter was received from Beal Homes confirming that all of the agreed remedial works had been completed and asking for confirmation that the land transfer could go ahead. As it has been over three months since the Council last inspected the spaces, the Chairman conducted (what was hoped would be) a final inspection on Thursday 11th March 2010. Two significant findings were made in the main area of public open space, in that a hinge on one of the gates is broken and the litter bin has not been anchored to the ground. A more minor finding was that the beds are full of weeds. In consequence, it was

RESOLVED : To write to Beal Homes requiring the issues to be resolved prior to the Council giving its consent for the land transfer.

The Clerk pointed out that, if Beal Homes moved quickly on this issue and considering that the cutting season is now commencing, there may be merit in issuing an enquiry for the grounds maintenance work at the two sites in the near future. It was agreed that a specification for the work and a list of tendering companies will be compiled at the next meeting of the Cemetery & Allotments Working Group, with the Clerk to issue the tender immediately thereafter.

226 2009/10 : To approve a grants of exclusive right to burial in grave space BE61

The Council considered the request received and

RESOLVED : To approve the grant of exclusive right to burial in grave space BE61.

Initialled Chairman

The Chairman and Vice-Chairman signed the grant accordingly.

227 2009/10 : To receive a report from the Cemetery & Allotments Working Group on its recent safety inspection of the cemetery

During the period Councillors Brown and Capes, on behalf of the Cemetery & Allotments Working Group, had inspected the cemetery and confirmed that there were no matters of a safety concern to report on this occasion. As Councillors had experienced some difficulties in locating the wooden posts erected by the Village Person to mark the positioning of the underground electrical cable, the Clerk has checked this with the latter and he confirms that he knows exactly where the markers are. However, as the markers are currently not visible to all and (being wooden) will rot, the Cemetery & Allotments Working Group was asked to come up with a proposal to replace the markers with a more visible and long-lasting alternative.

Councillor Day confirmed that the bunkers have been recently emptied and that various items within them proved that they are still being used for domestic garden waste. The Clerk commented that she has now populated the cemetery notice board and has included a notice prohibiting the allotment holders and the general public from depositing waste in the bunkers

228 2009/10 : To receive a report on the safety inspection of Parson's Field

Councillors Day and Sheardown reported that they had inspected Parson's Field for safety on a regular basis during the period and had found nothing of a specific safety concern, although Councillor Day had spotted that some elders had been broken along the side of the path resulting in some sharp protrusions. He had removed these.

229 2009/10 : To agree which Councillor will be responsible for playground safety inspections for the next month

Councillor Sheardown kindly offered to carry on with the inspections for the forthcoming month and this was welcomed by the Council. He requested a further copy of the inspection checklist, which the Clerk will supply.

230 2009/10 : To agree dates of meetings during 2010/11

The Council considered the diary for 2010/11 and

RESOLVED :

- That Council meeting dates during 2010/11 will be as per the Council's Standing Orders with the exception that the summer holiday will be taken in July instead of August.
- That any required meeting of the Planning Committee and/or the Cemetery & Allotments Working Group during the first weeks of April and May 2010 will be held on the Wednesday of that week, the Monday in each case being a Bank Holiday.

231 2009/10 : To receive a report from the Clerk

The Council noted the report, with comments made in relation to the following :

93 2009/10 : Affordable housing, Waggoners Close.

Having noted in the Clerk's report that a response has still not been received to the Council's letter of complaint regarding the apparent loss to the affordable housing stock of the affordable homes on the Waggoners Close development (which was lodged within WLDC's complaints system in October 2009), Councillor Parry kindly offered to take this matter up with WLDC's Customer Services Manager.

112 2009/10 : Community Development Work (Youth Issue)

Further to her written report, the Clerk explained that Helen Freeston had asked if the Council would be prepared to advertise her work on its website and, specifically, to provide a link to the Google

Initialled Chairman

group set up to progress inter-generational activities. Councillor Sheardown made comment in support of this request, as a member of the Google group. In consequence, it was

RESOLVED : That a page on the Council's web site be dedicated to the work of the Community Development Officer.

The Clerk also commented that there had been a large group of young people in Scotter on the evening of Friday 12th March 2010 and that there had also appeared to be a strong police presence. The Chairman will discuss this with Lincolnshire Police at the forthcoming Community Panel meeting.

168 2009/10 : Annual Parish, Town and District Council Assembly.

The Council noted with disappointment that, despite its request that the LDF be a major topic for the Assembly, the topics to be included for 2010 are flooding (which was covered last year) and wi-fi connections for village halls (which the Council has already taken up on behalf of its community). In consequence, a strong presence from Scotter Parish Council cannot be warranted. Councillor Sheardown will liaise with Councillor Rayner to assess whether they might attend and will let the Clerk know so that the places can be booked. Otherwise, there will be no representation.

231d 2009/10 : 30mph limit, Messingham Road

The Council considered the letter from a resident of Elizabeth Close (requesting the Council's support for the movement of the 30mph sign to a position further out of the village and beyond the Kirton Road turnoff and the sharp bend) against the background of the negative response received from LCC when the Council made the same request in 2004 and the money subsequently spent by both LCC and the Council at this site to increase the impact of the speed limit in its current position via larger signs and road markings. Despite this action, the Council remains supportive of the re-positioning of the speed limit and

RESOLVED : To write to LCC to ask it to reconsider its position in respect to the positioning of the speed limit on Messingham Road.

The Clerk is to send a copy of this letter to the resident with a covering letter that suggests that he may wish to start a petition amongst his neighbours for forwarding to LCC in support of the request. Councillor Parry reported that he had also received a letter from the resident and had discussed it with Councillor Underwood-Frost who is dealing with it.

231e 2009/10 : Vacancy in the office of Councillor

Councillor Fillingham queried the forward process for replacing Councillor Altoft. The Clerk explained that posters had been erected on 8th March 2010 giving electors 14 working days for at least 10 of them to submit a request in writing to WLDC's Returning Officer that they wish to see the vacancy filled by election. The deadline for receipt of such a request is, thus, 26th March 2010. Councillor Fillingham commented that, if such a request were to be made, the most cost-effective election option may be for it to coincide with the parliamentary election. The Clerk will discuss this with WLDC should an election be called for. If not, the position can be filled by co-option.

231f 2009/10 : Pedestrian crossing

The Clerk reported that she had received a letter from LCC to state that, due to weather conditions, it has not been possible to install the anti-skid surfacing and carriageway markings for the new pedestrian crossing. The traffic management system has, thus, been removed and the flashing beacons have been bagged over. The anti-skid surface and road markings will be installed in the usual "season" for successful implementation, which is likely to be during May 2010. Once installed, the beacons will be turned on.

232 2009/10 : To receive new correspondence not already included above

Items of correspondence (not already considered above and received prior to the March Meeting) were placed on circulation to Councillors at the meeting. If the need arises to take action in relation to any of this correspondence, it will become an agenda item for consideration at a future meeting.

233a 2009/10 : To receive the Minutes of the Planning Committee meetings published since the last Council meeting and adopt the recommendations contained therein

The Council considered the minutes of the Planning Committee meetings of 15th February 2010 and 1st March 2010 and

RESOLVED : To concur with the actions taken by the Planning Committee and to adopt the minutes of the Committee meetings held on 15th February 2010 and 1st March 2010.

233b 2009/10 : To note the receipt of results from the planning authorities

The Council noted the following results received from the Planning Authorities during the period :

W88/125137/09 Sewage Pumping Station, Lindholme, Scotter – a planning application to construct a raised concrete plinth and kiosk (following the demolition of the existing plinth).

Granted

122088 1 Chestnut Close, Scotter – a retrospective planning application to retain a flat-roofed extension to an existing attached garage.

Refused

234 2009/10 : To note income received during February 2010 and to approve the February 2010 cash book and its reconciliation to the bank statements

The Council noted the following income received during February 2010.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
05.02.10	Co-operative Bank	Interest - current account	3.79
05.02.10	R. Wallace & Son	Excl. rights & interment in grave Y4	100.00
TOTAL RECEIPTS			103.79

It then examined the cashbook as at end of February 2010 and its reconciliation to the bank statements and

RESOLVED : That the cashbook at the end of February 2010 should be signed by the Chairman and Clerk as a true record.

235 2009/10 : To approve payments to be made

The Council examined the accounts to be paid for supplies and services received since the last meeting and, with the exception of Councillor Day who abstained, :

RESOLVED : That the following payments should be approved.

<u>CHEQUE NO.</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>NET VALUE</u>	<u>VAT</u>	<u>TOTAL PAYMENTS</u>
Direct Debit	Talk Talk (was Tiscali)	Broadband, Feb./phone calls, Jan.	18.34	3.21	21.55
402050	H.M. Customs & Revenue	PAYE & NI, Month 11	301.52	-	301.52
402051	Mrs M. Brown	Wages	585.92	-	
		Mileage	8.40	-	
		Postage	82.33		
		Stationery	5.13	0.90	682.68
402052	Mr. J. Lyon	Wages	304.16	-	304.16
402053	Anglian Water	Cemetery water rates 2010/11	160.52	-	
		Allotment rates, 21/08/09 to 18/02/10	24.93	-	185.45
402054	Lincolnshire County Council	2009/10 contribution to pedestrian crossing	1000.00	-	1000.00
402055	LALC	Annual subscription + LCR magazine	381.50	64.23	445.73
402056	Playing Fields Committee	Release of project funds	4200.00	-	
		Donation to cover EL&PL insurance to 28/2/11	750.00	-	4950.00
			7,822.75	68.34	7,891.09

Initialed Chairman

236 2009/10 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

236a Councillor Sheardown explained the progress that is being made in the development of a Scotter Village web-site. With the assistance of North Lindsey College, a site template will be completed by end June 2010. To allow proper testing of the site by the college, it will be necessary for it to be populated. To this end, Councillor Sheardown has compiled a covering page and now wishes to assess the interest of various parish-based organisations in having a page on the site and to ask them to start to develop their content. The Clerk will assist him with a contacts list for the organisations.

236b Councillor Brown provided an update in relation to the ongoing management of the Dar Beck. During the last month, there has been one meeting of the residents and a small, informal, committee has been formed. The committee intends to liaise with WLDC and the Environment Agency to assess the specification and price of, and process for the installation of, a grid.

The Chairman declared the meeting closed at 8.08pm.

Clerk:

Chairman:

Date: